



**ARIZONA STATE PARKS BOARD
UNIVERSITY PARK MARRIOTT
CANYON B CONFERENCE ROOM
TUCSON, ARIZONA
JUNE 23, 2011
MINUTES**

Board Members Present

Tracey Westerhausen, Chairman; Walter Armer, Vice-Chairman; Alan Everett; William Scalzo; Maria Baier; Larry Landry.

Board Members Absent

Reese Woodling

Staff Members Present

Renée Bahl, Executive Director; Jay Ream, Assistant Director, Parks; Kent Ennis, Assistant Director, Administration; Jay Ziemann, Assistant Director, External Affairs and Partnerships; Monica Enriquez, Executive Staff Assistant.

Attorney General's Office

Joy Hernbrode, Assistant Attorney General

AGENDA

(Agenda items may be taken in any order unless set for a time certain)

A. CALL TO ORDER FOR EXECUTIVE SESSION - Time Certain: 11:30 AM

Mr. Armer motioned to go into Executive Session. Mr. Everett seconded the motion. The motion passed unanimously with Mr. Woodling absent.

B. EXECUTIVE SESSION – Upon a public majority vote, the Board may hold an Executive Session that is not open to the public for the following purposes:

1. To discuss or consult with its legal counsel for legal advice on matters listed on this agenda pursuant to A.R.S. §38-431.03(A)(3).

a. The legal role and responsibilities of the Arizona Outdoor Recreation Coordinating Commission (AORCC).

C. CALL TO ORDER – ROLL CALL

Chairman Westerhausen called the meeting to order at 12:05 pm. Roll call indicated a quorum was present.

D. PLEDGE OF ALLEGIANCE

Mr. Scalzo led the audience in the Pledge of Allegiance.

E. INTRODUCTIONS OF BOARD MEMBERS AND AGENCY STAFF

1. Board Statement – “As Board members we are gathered today to be the stewards and voice of Arizona State Parks and its Mission Statement to manage and conserve Arizona’s natural, cultural, and recreational resources for the benefit of the people, both in our parks and through our partners.”

F. CALL TO THE PUBLIC – Consideration and discussion of comments and complaints from the public. Those wishing to address the Board must register at the door and be recognized by the Chair. It is probable that each presentation will be limited to one person per organization. Action taken as a



result of public comment will be limited to directing staff to study or reschedule the matter for further consideration at a later time.

John Savino, Chairman of the Off-Highway Vehicle Advisory Group (OHVAG), spoke about agenda items J-3 and J-4. He said staff is recommending the Parks Board consider (J-3). He said he has mentioned on many occasions to the Board and staff that OHVAG is asking for the use of its own OHV funds to enable the OHVAG to help generate more funds that will benefit both Arizona State Parks as well as the OHV community. He said the other advisory committees do not have the ability that OHVAG does in generating funds. Staff's lumping of OHVAG's request with all of the advisory committees makes the request sure to fail. He hoped the Board would reconsider that. He said under action item J-4, staff is asking the Board to approve \$330,100 for the OHV Ambassador program. OHVAG feels that although the Ambassador program is a worthy project in its original concept, it is an absurd amount. At its May 20 meeting, the OHVAG voted down this request. He said instead of honoring the OHVAG's decision, staff has decided to ignore it and proceed with its own agenda. He asked the Board what the statement means that OHVAG is an advisory group to the State Parks Board. In OHVAG's mind it is just that, an advisory group to the State Parks Board yet they must go through Executive Staff to get there and the OHVAG has a problem with that.

G. CONSENT AGENDA – The following items of a non-controversial nature have been grouped together for a single vote without Board discussion. The Consent Agenda is a timesaving device and Board members received documentation regarding these items prior to the open meeting. Any Board member may remove any item from the Consent Agenda for discussion and a separate vote at this meeting, as deemed necessary. The public may view the documentation relating to the Consent Agenda at the Board's office: 1300 W. Washington, Suite 150A, Phoenix, Arizona.

- 1. Approve Minutes of April 22, 2011 Arizona State Parks Board Meeting**
- 2. Approve Minutes of May 11, 2011 Arizona State Parks Board Meeting**
- 3. Approve Executive Session Minutes of May 11, 2011 Arizona State Parks Board Meeting**

Mr. Scalzo motioned to approve the Consent Agenda. Ms. Baier seconded the motion. The motion passed unanimously with Mr. Woodling absent.

H. DIRECTOR'S SUMMARY OF CURRENT EVENTS – The Executive Director may update the Arizona State Parks Board on special events and accolades. A list of items to be discussed under this agenda item will be posted on the State Parks website (azstateparks.com) 24 hours in advance of the Parks Board meeting.

Ms. Bahl gave a presentation on the Director's Summary of Current Events. The presentation is included in these minutes as Attachment A.

I. DISCUSSION ITEMS

- 1. Online Reservation System Update**



Mr. Ennis said staff has completed Phase I of the Online Reservation System. He said that involved nine parks that now offer online camping reservations including Kartchner Caverns, which also offers, cave tour reservations. He gave the Board a demonstration of how purchasing a reservation works.

Mr. Scalzo asked if someone cancels the reservation does Arizona State Parks (ASP) keep the \$5 fee. Mr. Ennis answered affirmatively.

2. State Parks Operations Status Update

Mr. Ream gave the State Parks Operations Status Update. The update is included in these minutes as Attachment B.

J. BOARD ACTION ITEMS

- 1. Consider Approval of the Arizona State Parks FY 2012 Operating Budget and Donations Program Budget** – Staff recommends that the Arizona State Parks Board approve the amended Arizona State Parks Operating Budget of \$19,489,900 and Donations Program Budget of \$71,600 for FY 2012 as presented in Table 3, including the assumptions, and including full expenditure of all cash and receipts to the Law Enforcement Boating Safety Fund (LEBSF) in excess of \$750,000.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes on Attachment C.

- 2. Consider Approval of the Arizona State Parks FY 2013 Operating Budget Request and Donations Program Budget** – Staff recommends that the Arizona State Parks Board approve the submission of the requested Arizona State Parks Operating Budget of \$19,617,400 and Donations Program Budget of \$60,800 for FY 2013 as represented in Table 4, including the assumptions, and including expenditure of LEBSF revenues in excess of \$750,000. Staff further recommends that the Arizona State Parks Board approve these budgets as lump sum and that the Executive Director be authorized to implement the programs, including submittal to the Governor's Office and Legislature as required.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes on Attachment C.

- 3. Consider Policy on Travel Reimbursement for FY 2012 for the Arizona State Parks Board and all of its Advisory Committees** – Staff recommends that the Arizona State Parks Board consider whether travel will be reimbursed to the Arizona State Parks Board and all of its Advisory Committees in FY 2012.

Chairman Westerhausen said she would like to discuss the Off-Highway Vehicle Advisory Group (OHVAG) agenda items next. The Board would discuss agenda item J-12 after agenda items J-3 and J-4.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment D.



- 4. Consider Recommendations for Off-Highway Vehicle (OHV) Recreation Fund Allocation in FY 2012** – Staff recommends that the Arizona State Parks Board allocate up to \$50,000 from the Off-Highway Vehicle Recreation Fund to State Parks for a contract person to gather and edit OHV information for inclusion on the State Parks' website and disseminate important OHV information to the public and to use to purchase domain names and for other costs associated with website enhancements, and authorize the Executive Director or designee to execute agreements.

Staff recommends that the Arizona State Parks Board allocate \$163,800 from the OHV Recreation Fund to the Bureau of Land Management (BLM) to fund administration and operation of the OHV Ambassador program for FY 2012, and authorize the Executive Director or designee to execute agreements.

Staff recommends that the Arizona State Parks Board allocate \$166,300 from the OHV Recreation Fund for grants, agreements and State Parks projects to expand the OHV Ambassador program, and authorize the Executive Director or designee to execute agreements.

Staff recommends that the Arizona State Parks Board allocate that remainder of the FY 2012 funds in the OHV Recreation Fund, as the funds become available, for high priority projects as defined in the 2010 State Trails Plan (referred to as the "Sticker Fund Project Selection Program"), authorize the Executive Director or designee to execute agreements.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment E.

- 12. Consider Appointing Members to the Off-Highway Vehicle Advisory Group (OHVAG)** – OHVAG recommends that the Arizona State Parks Board appoint Bill Nash to the Off-Highway Vehicle Advisory Group (OHVAG) to fill one of the vacant organization affiliation positions to begin to serve immediately through December 31, 2014.

OHVAG recommends that the Arizona State Parks Board waive the two-term limit policy and re-appoint Rebecca Antle to the OHVAG to continue serving in an organization affiliation position through December 31, 2014.

OHVAG alternately recommends, in the event the Parks Board does not approve to waive the two-term limit policy, that the Arizona State Parks Board waive the county residence distribution policy and appoint Jack Hickman to the OHVAG to fill one of the vacant organization affiliation positions to begin to serve effective immediately through December 31, 2014.

OHVAG alternately recommends, in the event the Parks Board does not approve to waive the two-term limit policy or the county residence distribution policy, that the Arizona State Parks Board appoint Thomas McArthur to the OHVAG to fill one of the vacant organization affiliation positions to begin to serve effective immediately through December 31, 2014.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment F.



- 5. Consider Approval of FY 2012 State Historic Preservation Office (SHPO) Work Plan** – Staff recommends that the Arizona State Parks Board approve the State Historic Preservation Office (SHPO) FY 2012 Work Plan.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment G.

- 6. Consider Approval of FY 2012 and FY 2013 Capital Improvement Plan** – Staff recommends that the Arizona State Parks Board approve the FY 2012 and FY 2013 Capital Improvement Plan.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment H.

- 7. Consider Pre-Approval of Revised FY 2012 and FY 2013 Strategic Plan to the Governor's Office of Strategic Planning and Budgeting (OSPB)** – Staff recommends that the Arizona State Parks Board pre-approve the two-year Strategic Plan for FY 2012 and FY 2013.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment I.

8. Priorities and Potential Solutions

Ms. Bahl said if the Board leaves this meeting with a legislative agenda the most important thing is to understand what that is so that staff may start working and building partnerships. She said also on the sustainable funding issue the Board could give direction to staff without making a final decision but staff would need to take action sometime this summer.

- a. Discussion on Priorities and Potential Solutions for Sustainable Funding** – The Arizona State Parks Board may vote to take a position or provide direction to staff to support sustainable funding.
- b. Discussion on Legislative Issues, Priorities and Potential Solutions for Upcoming Legislative Sessions** – The Arizona State Parks Board may vote to take a position or provide direction to staff concerning legislative issues, priorities or potential solutions for upcoming legislative sessions affecting Arizona State Parks.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment J.

- 9. Consider Adopting Changes to the Arizona State Parks Agency Strategic Plan** – Staff recommends that the Arizona State Parks Board adopt the amended Objectives of the Arizona State Parks Agency Strategic Plan as proposed.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment K.



10. Consider Appointing Members to the Natural Areas Program Advisory Committee (NAPAC) – NAPAC recommends that the Arizona State Parks Board

re-appoint Thomas Skinner and Sheridan Stone and appoint David Weedman to the Natural Areas Program Advisory Committee (NAPAC) to fill the two expired positions and one of the two vacant positions; each to begin to serve immediately through December 31, 2014.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment L.

11. Consider Appointing Members to the Historic Preservation Advisory Committee (HPAC) – HPAC recommends that the Arizona State Parks Board waive the county residence distribution policy and re-appoint Victor Linoff from Maricopa County and Tami Ryall from Maricopa County to the Historic Preservation Advisory Committee (HPAC) to fill two of the three expired positions; each to begin to serve immediately through December 31, 2014.

HPAC further recommends that the Arizona State Parks Board appoint Doug Thomsen from Yuma County to the Historic Preservation Advisory Committee (HPAC) to fill the third expired position and to begin to serve immediately through December 31, 2014.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment M.

K. TIME AND PLACE OF NEXT MEETING AND CALL FOR FUTURE AGENDA ITEMS

1. Staff recommends that the next Arizona State Parks Board Meeting be on Wednesday, September 14, 2011.

Ms. Bahl said the September meeting would be in the Phoenix area. In November the meeting would be in Apache Junction. That is when advisory committees come and the Board gives its annual thank you awards. The October meeting might be somewhere else for discussion on the Strategic Plan.

2. Board members may wish to discuss issues of interest to Arizona State Parks and request staff to place specific items on future Board meeting agendas.

Chairman Westerhausen said there had already been requests for agenda items for the August special meeting on the budget. This might include review of the action plan as well.

Mr. Armer said he would like staff to review all of the advisory committees from the standpoint of are they in statute, or not in statute. Is there anything for them to do? How much staff time and money is expended on a given committee. Is there a possibility of combining some of them? Staff should come back with a report on the Board's whole committee structure and the possibilities of streamlining to save money or staff time. He would like to see this on an agenda sometime between now and the end of the year.



L. ADJOURNMENT

Mr. Scalzo motioned to adjourn. Mr. Landry seconded the motion. The motion passed unanimously with Mr. Woodling absent. The meeting adjourned at 2:46 pm.

Pursuant to Title II of the Americans with Disabilities Act (ADA), Arizona State Parks does not discriminate on the basis of a disability regarding admission to public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the acting ADA Coordinator, Nicole Armstrong-Best, (602) 542-7152; or TTY (602) 542-4174. Requests should be made as early as possible to allow time to arrange the accommodation.

A handwritten signature in blue ink, reading "Tracey Westerhausen".

Tracey Westerhausen, Chairman

A handwritten signature in blue ink, reading "Renée E. Bahl".

Renée E. Bahl, Executive Director

8/5/11 1:53 PM

Director – Current Event

Homolovi State Park Kiva Stabilization

May 6-8 – May 13-15

AZ Archaeological
Society Volunteers



Director – Current Event

Patagonia Lake State Park Mariachi Festival May 21, 2011



Director – Current Event

Lake Havasu State Park - Memorial Day Success!

May 30, 2011



Director – Current Event

Fool Hollow Lake Recreation Area - Deuces Wild
Triathlon Festival – June 4, 5 - 2011



Director – Current Event

Dead Horse Ranch
Evil Hill Trail Repair



Cottonwood Middle
School - Invasive Species
Removal



Director – Current Event

Lost Dutchman State Park - Electrification



Director – Current Event

Patagonia Lake State Park - Electrification



Director – Current Event

Tonto Natural Bridge State Park

Gift Shop



Lodge Floor Sanded



Director – Current Event

Tonto Natural Bridge Deck Repair



NCCC Crew



Director – Current Event

Dead Horse Ranch State Park

New Group
Ramada



ADA Sidewalk



Deck
Paint



Director – Current Event



New Special Event Displays



Director – Current Event

Wallow and Monument Fire Update

- Catalina State Park closed 6/9/11 due to fire danger
- Fool Hollow Lake State Park - 78 Camping reservations cancelled due to fears about fire, not smoke. Park rebooked those spots.
- Tonto Natural Bridge State Park – Not affected by current Tonto National Forest closures.
- Lyman Lake State Park opened 6/17/11 – Smoke in park but some people arrived on the first day to use jet boats.
- USFS Incident Command asked for 7 rangers and they were deployed to patrol Springerville, Eager and Nutrioso back roads during the evacuation.

Director – Upcoming Events

July 4, 2011 Tubac Presidio Fourth of July

September 24 Verde River Days

September 24 Kartchner Caverns Star Night

Attachment B

Title: Operations Status Update
Date: June 22-23, 2011
Agenda Item #: I-2

A. Parks open without Financial Partnerships FY 2012:

1. Alamo Lake SP	
2. Buckskin Mountain SP	
3. Catalina SP	
4. Cattail Cove SP	
5. Dead Horse SP	
6. Fool Hollow Lake Recreation Area	
7. Kartchner Caverns SP	
8. Lake Havasu SP	
9. Lost Dutchman SP	
10. Patagonia Lake SP	
11. Picacho Peak State Park*	(closed May 16-Sept. 15, 2011)
12. Slide Rock SP	

B. Parks Operated by Arizona State Parks staff through Partnership Support:

1. Fort Verde SHP	Town of Camp Verde \$10K Agreement extended to June 30, 2011 (3 months)
2. Homolovi SP	Hopi Tribe - \$175K agreement to February 28, 2012
3. Jerome SP	Yavapai County - \$30K agreement to August 31, 2011
4. Lyman Lake SP*	Apache County - \$22K Park open June 17 to October 17, 2011
5. Red Rock SP	Yavapai County/Benefactors of Red Rock agreement to June 30, 2012
6. Riordan Mansion SHP	Arizona Historical Society - \$78K agreement to March 31, 2013
7. Roper Lake SP	Graham County – agreement to June 29, 2012
8. Tonto Natural Bridge SP	Star Valley - \$5K, Friends of Tonto Natural Bridge - \$10K, Town of Payson - \$15K agreement to September 27, 2011

*PARKS WITH SEASONAL OPERATING SCHEDULES

C. Parks Operated by Partners with no State Parks Staff:

1. Boyce Thompson Arboretum SP	University of Arizona & Boyce Thompson Foundation
2. McFarland SHP	Town of Florence
3. Tombstone SHP	City of Tombstone
4. Tubac Presidio SHP	Santa Cruz County & Tubac Historical Society
5. Yuma Territorial Prison SHP	City of Yuma & Yuma Crossing Heritage Area
6. Yuma Quartermaster Depot SHP	City of Yuma & Yuma Crossing Heritage Area

D. Parks that are Closed to the Public:

1. Oracle SP	Park Closed on December 22, 2010. An RFP for 3 rd party operations closed on October 6, 2010, no bids submitted. Re-evaluating options. Public access limited to special events.
2. San Rafael Natural Area	Park Closed. Grazing Special Use permit implemented. No public access.



Attachment C
Arizona State Parks Board Action Report
Agenda Item #: J-1 & J-2

Title: Consider Approval of the Arizona State Parks FY 2012 and FY 2013 Operating Budgets and Donations Program Budgets
Staff Lead: Kent Ennis, Assistant Director
Date: June 23, 2011

FY 2012 Budget

Board Members	Aye	Nay	Absent	Abstain	Comments
Tracey Westerhausen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walter Armer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reese Woodling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larry Landry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alan Everett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Scalzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maria Baier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>	Amend <input type="checkbox"/>			

Amend as follows: N/A

Board Questions/Comments:

Ms. Bahl said at the June 22, 2011 Board meeting, the Board discussed ideas on FY 2012 and FY 2013 operating budgets. She said they are two different actions. She reminded the Board that FY 2012 starts in a week on July 1, 2011 and so ASP is limited to the revenues it has. She said previous to the meeting the agenda was amended because the FY 2012 motion was not clear even though it was clear in the report. The usage of the Law Enforcement Boating Safety Fund (LEBSF) for ASP operations is revenues in excess of \$750,000 since \$750,000, by law, must go to the three counties for grants.

Ms. Bahl said the other ideas the Board spoke about at the June 22, 2011 meeting dealt with the FY 2013 budget.

Bill Scalzo: I move that the Arizona State Parks Board approve the amended Arizona State Parks Operating Budget of \$19,489,900 and Donations Program Budget of \$71,600 for FY 2012 as represented in Table 3, including the assumptions below, and including full expenditure of all cash and receipts to the Law Enforcement Boating Safety Fund (LEBSF) in excess of \$750,000.

Ms. Baier seconded the motion. The motion passed unanimously with Mr. Woodling absent.

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Arizona State Parks Board Action Report
Agenda Item #: J-1 & J-2

FY 2013 Budget

Board Members	Aye	Nay	Absent	Abstain	Comments
Tracey Westerhausen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walter Armer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reese Woodling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larry Landry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alan Everett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Scalzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maria Baier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>	Amend <input type="checkbox"/>			

Amend as follows:

Maria Baier: I move that the Arizona State Parks Board approve directing staff to create an operating and capital budget for FY 2013 which would in part be based on some recommendations from the Governor's Task Force on Sustainable State Parks Funding but also taken into account any information that staff deems appropriate based on Board deliberations.

Mr. Armer seconded the motion. The motion passed unanimously with Mr. Woodling absent.

Board Questions/Comments:

Ms. Bahl said at the June 22, 2011 Board meeting, the Board discussed different options for the FY 2013 operating budget. Staff has since put together some general numbers and general ideas on the operating budget if the Board chooses to request more money. She said if the Board is looking for something more specific or something different then staff would need to return to the office and make amendments and call a special meeting for FY 2013 for sometime this summer before September 1, 2011.

Ms. Bahl said the Governor's Task Force on Sustainable Funding said to keep the current system operating is \$30-34 million for an operating budget and an additional \$10 million for a capital budget. That is assuming no growth and no new programs but includes operating all parks by ASP all year long. At the June 22, 2011 meeting, the Board talked about replacing the Heritage Fund and that would cost \$10 million annually. Another idea was to replace the partnerships to keep parks open would cost \$600,000. It would also include re-opening Oracle State Park seasonally to focus on environmental education, tours and trails which would cost \$150,000. For San Rafael, there would need to be a State Parks presence there and that would cost \$100,000 to have a staff presence there every day of the week and an additional \$50,000 would allow staff to do natural resource monitoring. There is not a management plan for Rockin River and in order to do so would cost about \$250,000. There is \$250,000 set aside for equipment replacement but that could easily go up to \$2.5 million. In order to

Attachment C
Arizona State Parks Board Action Report
Agenda Item #: J-1 & J-2

get some of ASP's programs and parks back up to par, positions would need to be added. One position costs in the neighborhood of \$100,000 including benefits and salary. She said 20 positions would cost about \$2 million. Other operating expenditures would be required including gas, utilities, supplies, commodities and these would cost a minimal increase of \$1 million.

Mr. Landry said he strongly would like the Board to consider the numbers in the Governor's Task Force on Sustainability report but approve them only in concept at this meeting because staff has not had the time to work out the details. He would like to allow staff the time to work up the details and bring it back to the Board at a special meeting in August with enough time before the September 1st deadline to the Governor's Office. He would like to give staff conceptual direction at this meeting instead of trying to get to all the details. He would like the Board to make a statement of where ASP stands and why consistent with the Board's statutory duty.

Ms. Bahl said if the Board would like to request an operating budget of \$30-34 million then the Board needs to be educated on what they are asking for. She said in that case she would only be comfortable having another Board meeting in August to give the Board that information.

Mr. Landry said he wanted the Board to approve this in order to give staff general direction and then they could come back with more specific suggestions at another Board meeting.

Ms. Baier said she thought the Board should approve a process rather than determine what the appropriate dollar amount might be.

Mr. Landry said he hoped the Board could give staff guiding principles to develop a specific budget consistent with the philosophy of what ASP needs and characteristic of what was in the Governor's Task Force.

Mr. Scalzo said he had concerns about the Heritage Fund. He said its perception was that it was a combination of grants for communities and for some of the parks. He said there should be some caution on how things are titled.

Mr. Everett asked staff if they could make a spreadsheet that put the proposed staff recommended budget of \$19 million for FY 2013 and have another column of adjustments to make it easier to see. Mr. Ennis said staff could do that.

Chairman Westerhausen asked Cristie Statler, Executive Director, Arizona State Parks Foundation if she had a comment. Ms. Statler said she wanted to remind the Board that the call for privatization has not disappeared. She said if there is any effort in creating a budget that does not include some kind of effort toward concessions or continuing to pursue these kinds of activities would be a hard sell to the Legislature and Governor.

Mr. Landry said the Board has a long and detailed history on privatization. He noted ASP put a Request for Information (RFI) out and ASP has several creative partnerships. Staff is in the process of taking the RFI responses and looking at specifics. He said the Board has set the criteria that it must be return on investment. There is not privatization

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for the sake of privatization. In the RFI responses none of the respondents could provide some of ASP's core issues such as environmental education, habitat protection or law enforcement.

Chairman Westerhausen noted that for privatization to occur at some of ASP's parks the Bureau of Land Management (BLM) requires a guarantee that would be no legislated sweeps. She also noted that the Parks Board is for privatization if privatization makes economic sense.

Mr. Everett asked if there was a way to show in the spreadsheets the cost of maintaining some of ASP's responsibilities such as environmental education, capital improvement and law enforcement. He said if a group or all of the parks were privatized then the amount of money that would come back to the state would be diminished.

Ms. Bahl answered that staff could put something together. She said right now the spreadsheets show the net revenue and net cost of each park. The spreadsheet shows parks that have net revenues and ones that operate at loss.

Mr. Everett noted that a private company would take some of the funds that would now come back to ASP and use them to offset the losses.

Status to Date:

Operating Funds are the main focus of the agency budgeting process. The operating budget includes funding for both permanent and seasonal full-time equivalent (FTE) positions, employee benefits, rent/leases, risk management and operating needs and other necessary expenditures to operate and support the agency.

General Assumptions

The goal of the staff recommendation is to keep agency operations flat for FY 2012 and FY 2013. The FY 2012 and FY 2013 agency operating budgets recommended by staff are driven by a number of general considerations. If these assumptions change, then Staff will come back to the Board as needed to discuss funding options. These assumptions include:

- 1) The Board will continue to emphasize keeping as many parks open as possible.
- 2) The 2011 First Regular Session fund sweeps of \$2,514,400 must be applied to operating funds in FY 2012, which are shown in Table 1.
- 3) There will be no additional legislated sweeps of any State Parks funds in FY 2012 or FY 2013.
- 4) FY 2012 and FY 2013 budgets are limited by the levels of projected revenues available for operations in each year, including statutory restrictions.
- 5) The Board has one-time legislated authority to use the Law Enforcement Boating Safety Fund (LEBSF) for agency operations in FY 2012, including all receipts and cash balance forward above \$750,000 reserved for pass through grants to three counties. The FY 2012 agency operating budget

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explicitly includes the expenditure of all cash in that fund by the end of FY 2012. There is no legislated authority to fund agency operations from LEBSF during FY 2013. However, staff recommends seeking session law that will allow full appropriation of LEBSF revenues to State Parks for FY 2013, with \$750,000 reserved for pass through grants to three counties, and full use of all remaining revenues for agency operations.

- 6) Continued monetary and in-kind local partner contributions toward specific park operations will support the agency's effort to keep those parks open.
- 7) Ensuring that operating funds are set aside for on-going repair, replacement and maintenance within the parks. FY 2012 will be the first year after the permanent loss of the Arizona State Parks Heritage Fund, which provided the majority of the agency's capital and facilities maintenance funding.
- 8) FY 2012 and FY 2013 will start with operating cash balances that are at historic low levels for the agency.
- 9) On June 9, 2011, JLBC reviews the agency's request to transfer cash of \$1.49 million from the Enhancement Fund to the State Lake Improvement Fund (SLIF), to address cash flow issues in the SLIF that resulted from the \$1.49 million 2011 1st Regular Session sweep to the fund. A review of the request by JLBC will be required to secure permission from the State Comptroller to process the cash transfer.

Board Budget Policy Considerations

- State Lake Improvement Fund (SLIF) revenues are currently forecasted to be \$4.9 million in FY 2012 and FY 2013. The FY 2012 and FY 2013 budgets approved by the Board in June 2010 showed planned SLIF spending at \$5.25 million in those years for agency operations. Staff is currently recommending spending \$6.0 million from SLIF in FY 2012 and \$4.22 million in FY 2013. The higher SLIF operating budget of \$6.0 million in FY 2012 is intended to offset a portion of the reduction to anticipated Law Enforcement Boating Safety Fund (LEBSF) revenues available for operations in FY 2012, the reduction in Land Conservation Fund interest revenues, and the loss of capital repair, maintenance and operating funds from Heritage Funds due to that fund's elimination. It also provides more flexible funding for general agency operations. The lowered SLIF operating budget of \$4.22 million in FY 2013 reflects staff's recommendation to seek JCCR favorable review to use \$1.12 million of SLIF for capital improvements at the agency's boating parks. This option is dependent upon enactment of session law that appropriates the Law Enforcement Boating Safety Fund (LEBSF) to State Parks for agency operations, and the full appropriation of the Enhancement Fund. One risk to this strategy is that FY 2012 and FY 2013 SLIF ending balances will be lower than otherwise and will not sustain any potential additional fund sweeps.
- Law Enforcement Boating Safety Fund (LEBSF) budget for FY 2012 assumes that all revenues and cash balance, in excess of \$750,000 for grants, will be

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expended for agency operations. The LEBSF budget for FY 2013 reflects staff's recommendation to seek the enactment of session law that appropriates the Law Enforcement Boating Safety Fund (LEBSF) to State Parks in FY 2013 for agency operations and \$750,000 of grants. Staff would pursue conversation with the Arizona Game and Fish Department to determine if other funding would be available for pass through to the County Sheriff Departments to offset the portion of LEBSF that would be used for State Parks operations in FY 2013.

- Enhancement Fund (EF) budget for FY 2012 assumes full use of the currently appropriated \$9,095,200 expenditure authority. Both FY 2012 and FY 2013 revenues from the EF are estimated to be \$10 million, the same as estimated FY 2011 parks revenues. Staff recommends, through the agency's budget submission request to the Governor's Budget Office and the Joint Legislative Budget Committee (JLBC), to increase the FY 2013 Enhancement Fund budget to \$10 million to partially offset other revenue losses for agency operations, and also to align expenditures from that fund with the level of anticipated Enhancement Fund visitor revenues. If the Legislature does not enact this appropriation increase, Enhancement Fund revenues in excess of the appropriated budget limit will continue to be unavailable to fund park operations and the agency's overall operating budget will likely be lower in FY 2013 than in FY 2012.
- Land Conservation Fund Interest (LCF Interest) - The FY 2012 Operating Budget recommendation does not include expenditures from this fund. Staff recommends reserving the current cash balance and FY 2012 revenues for operations in FY 2013 and future, to offset anticipated loss of other revenues. The cash balance in the LCF Interest account is estimated to reach \$1.17 million at the beginning of FY 2013, and \$850,500 of that balance is budgeted in FY 2013 for the continued support of the Growing Smarter Program and some contribution toward agency operating expenditures. This is a low risk policy because the LCF interest has been legislated for park and program operations.
- As in FY 2011, \$1 million will be allocated within the agency Operating Budget for park repair and replacement needs across the Arizona State Parks system in each FY 2012 and FY 2013. The risk is that this amount will be insufficient to meet any large replacement or capital requirements.
- Reservation Surcharge Fund (RSF) revenues are currently forecasted to be \$500,000 in FY 2012 and FY 2013, a \$160,000 increase over FY 2011 original estimates due to the estimated new revenues from the online tour and camping reservation system. The additional revenues will be used to fund a portion of the cost of continued reservation system development and implementation, and also to fund one additional full-time employee (FTE) for management of system inventories and one seasonal FTE to address peak visitor demand within the park system. This is a low risk policy, although the amount of first year revenues from the new online reservation system is currently only an estimate. Although the initial appropriation for the RSF in the General Appropriations Act is only \$206,400, a footnote to that Act allows expenditure of all receipts to the fund,

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with notification to the Joint Legislative Budget Committee regarding the agency's intended use of the additional funds.

- Arizona State Parks will continue to implement and expand the online reservation system in FY 2012 and FY 2013 at an annual estimated cost of \$225,000, funded through the Kartchner Caverns line item appropriation and the State Lake Improvement Fund.
- The agency will continue to gradually shift from permanent staffing to more seasonal employees to reduce payroll costs.
- Changes to policies relating to the Off-Highway Vehicle Recreation Program are addressed in Item J-4 of the June 23, 2011 Board package. These recommendations prioritize spending of OHV funds for FY 2012.
- In order to increase awareness and market share of Arizona State Parks relative to other recreational choices in Arizona, Staff recommends doubling the Marketing and Printing budget from \$200,000 to \$400,000, which will include contract services, but will not include additional staffing.
- Staff recommends a FY 2012 Donations Program Budget of \$71,600 from the Park and Program Donation accounts. This budget level includes expenditure of the estimated \$50,000 of new revenue and approximately 50% of the balance forward in those accounts. The staff recommendation does not currently include expenditures from the Asta Forrest bequest account, which has a balance of \$143,000 and is subject to Board approval for its use. Staff will bring recommendations to the Board in September 2011 for specific scope items to consider for this bequest account.
- In better fiscal times, Arizona State Parks (ASP) reimbursed the volunteer Parks Board members and all of its Advisory Committees for travel expenses due to work associated on those Boards, Committees and Groups. Currently, due to ASP's budget situation, travel has not been reimbursed to Parks Board members or its Advisory Committees. This was decided through Parks Board consensus. The Board will be asked to decide if the Board and its Advisory Committees will be reimbursed for travel in FY 2012 on Item J-3 of the June 23, 2011 Board package. Funding would come from the existing FY 2012 and FY 2013 budgets as presented, and would not increase the overall budgets.

Specific Budget Assumptions for FY 2012

The FY 2012 General Appropriations Act was passed by the Legislature in the 2011 1st Regular Session. In addition to those budgeted appropriation limits, the following are some of the major assumptions used in the preparation of the agency's FY 2012 financial plan.

- Full usage of Law Enforcement Boating Safety Fund (LEBSF) in FY 2012, excluding the legislated pass through grants of \$750,000 to Mohave, La Paz and Yuma counties. The FY 2012 LEBSF budget of \$1.13 M for agency operations is an estimate only, but explicitly includes the expenditure of all operating cash in the fund by the end of FY 2012.
- The overall Enhancement Fund forecast for FY 2012 is \$10 million.

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- Interest earnings in the Land Conservation Fund (LCF) will decline by half in FY 2012 and also FY 2013 due to anticipated grant expenditures of half of the remaining LCF in each of those years.
- Contingency capital projects for major structure or infrastructure replacement across the Arizona State Parks system in FY 2012 and FY 2013 are not currently addressed within the FY 2012 and FY 2013 agency budgets.

Specific FY 2013 Budget Proposal Recommendation

The FY 2013 budget request will be presented to the Governor's Office of Strategic Planning and Budgeting and the Joint Legislative Budget Committee in October 2011, and deliberated in the next year's Legislative Session. After final passage, the details of the budget signed by the Governor, and the agency's financial assumptions and recommendations for FY 2013, will be presented to the Parks Board in June 2012. At this time, key assumptions for that budget include the following:

- Staff will request a \$10 million Enhancement Fund expenditure appropriation to the Office of Strategic Planning and Budgeting (OSPB) and the Joint Legislative Budget Committee (JLBC).
- Budget forecasts assume continuation of LEBSF for agency operations in FY 2013, but this was Session Law pertaining to FY 2012 only. Staff recommends requesting this continuation for the agency budget submittals to OSPB and JLBC.
- Staff will request that OSPB recommend to the Legislature to merge the Lump Sum Operating and Kartchner Caverns line items within the annual General Appropriations Act. This will provide the agency with flexibility to allocate the Enhancement Fund and Reservation Surcharge appropriations more effectively across the entire park system, and avoid the necessity of allocating more funds to Kartchner Caverns than are needed for the operation of that park.
- Staff will also request that OSPB recommend to the Legislature to remove the \$75,000 ending cash balance cap from the Reservation Surcharge Fund statute, A.R.S. 41-511.24. Staff will also request that the FY 2013 appropriation from the Reservation Surcharge Fund be increased to reflect the estimated FY 2013 revenues of \$500,000. This will provide the agency with flexibility to allocate the Reservation Surcharge appropriation more effectively throughout each quarter of the fiscal year.
- There will be \$1 million set aside within the agency Operating Budget for on-going repair, replacement and maintenance needs across the Arizona State Parks system in FY 2013.
- Completion of the next Watercraft Survey, which repeats every 3 years and determines the share of boating related gasoline taxes that fund the State Lake Improvement Fund, is scheduled for the first half of FY 2013. The new estimated percentage is expected to take effect in January 2013, but the current forecast does not predict a change to the agency's SLIF revenues.
- Staff recommends seeking JCCR favorable review for capital improvements of \$1.12 million to the agency's boating parks from the State Lake Improvement

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Fund from FY 2013 SLIF revenues. The Parks Board would recommend a project(s) after the FY 2013 budget is enacted.

Budget Tables for FY 2011, FY 2012 and FY 2013

Table 1 shows legislated fund transfers (sweeps) from State Parks appropriated and non-appropriated funds enacted for the five-year period of FY 2008 through FY 2012.

Table 2 shows the agency's estimated revenues, spending and cash balances for FY 2011. Final operating expenditures for FY 2011 may be less than the current Table 2 estimates, due to cost savings realized by transitioning to fewer permanent staff and more seasonal staff, and FY 2011 ending cash balances may be higher as a result. This will result in higher FY 2012 and FY 2013 cash balances. As approved by the Board at its June 16, 2010 Budget meeting, approximately \$3.6 million of FY 2011 park system expenditures were sourced from LEBSF, which the Legislature allowed State Parks to use for operations that year. This diversion was intended to increase the balance forward into FY 2012 in the Enhancement Fund. However, an additional \$2.09M sweep to the Enhancement Fund was legislated for FY 2012. In addition, the 2011 First Regular Session imposed an additional \$1.491 million sweep to the SLIF, approximately 50% of the estimated ending FY 2011 cash balance, which prompted Board action to request the transfer of this amount from the Enhancement Fund to SLIF in order to maximize the flexibility of available cash in the SLIF during FY 2012. This transfer or "backfill" will be reviewed by the JLBC on June 9, 2011. Total expenditures in FY 2011 are currently expected to be \$19.057 million compared to the revised (March 17, 2011) operating budget of \$19.063 million.

Tables 3 and 4 show Staff recommendations to the Board for estimated revenues and expenditures by fund for FY 2012 and FY 2013. The recommended FY 2012 and FY 2013 operating budgets of \$19.5 million and \$19.6 million per year, respectively, are slightly higher than the FY 2011 budget largely because of higher planned spending in both years from the SLIF.

Tables 5 and 6 show the agency's operating budgets for a five-year period, including the FY 2012 and FY 2013 recommendations, by category of expense (Table 5) and by funding source (Table 6).

Table 7 shows park visitor attendance during FY 2010, and the estimated economic impacts of those visitors as reported in the 2007 NAU Economic Study.

Time Frame:

Staff will begin implementation of the FY 2012 budget on July 1, 2011. The FY 2013 budget will be submitted to the Governor's OSPB by the due date.

Staff and Financial Resources:

No additional staff resources will be required to implement these recommended budgets.

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Relation to Strategic Plan:

Resources Goal: To provide sustainable management of our natural, cultural, recreational, economic and human resources.

Relevant Past Board Actions:

The Board passed FY 2011, FY 2012 and FY 2013 Operating Budgets on June 16, 2010. The FY 2011 budget was revised and approved by the Board on March 17, 2011.



Attachment D
Arizona State Parks Board Action Report
Agenda Item #: J-3

Title: Consider Policy on Travel Reimbursement for FY 2012 for the Arizona State Parks Board and all of its Advisory Committees
Staff Lead: Monica Enriquez, Executive Staff Assistant
Date: June 23, 2011

Board Members	Aye	Nay	Absent	Abstain	Comments
Tracey Westerhausen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walter Armer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reese Woodling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larry Landry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alan Everett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Scalzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maria Baier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>	Amend <input type="checkbox"/>			

Amend as follows:

Wally Armer: I move that the Arizona State Parks Board suspend indefinitely all travel reimbursement for the Arizona State Parks Board and all of its Advisory Committees effective July 1, 2011.

Board Questions/Comments:

Mr. Armer said he believes firmly that given the financial situation the agency is in right now that it is inappropriate to even consider reimbursing travel at this point.

Wally Armer: I move that the Arizona State Parks Board suspend all travel reimbursement effective July 1, 2011. Mr. Everett seconded the motion.

Chairman Westerhausen said she believes that state law requires travel reimbursement to state employees. Mr. Armer apologized and said he would amend the motion.

Wally Armer: I move that the Arizona State Parks Board suspend indefinitely all travel reimbursement for the Arizona State Parks Board and all of its Advisory Committees effective July 1, 2011.

Mr. Everett seconded the motion. He noted that ASP is in difficult financial times and the Board has agreed not to accept travel reimbursement and it is unfair to pick and choose who can get reimbursed and who cannot. A blanket policy for the time being is most appropriate.

Chairman Westerhausen said there might be an opportunity for grants and partnerships for those Advisory Committees that might have higher travel expenses.

The motion carried unanimously with Mr. Woodling absent.

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Status to Date:

In better fiscal times, Arizona State Parks (ASP) reimbursed the volunteer Parks Board members and all of its Advisory Committees for travel related expenses due to work associated on those Boards, Committees, Commission and Groups. Currently, due to ASP's budget situation, travel has not been reimbursed to Parks Board members or its Advisory Committees. This was decided through Parks Board consensus.

Time Frame:

If the Board approves a travel budget policy, it will be effective July 1, 2011 through June 30, 2012.

Staff and Financial Resources:

These efforts fall within the ongoing work responsibilities of agency staff.

Relation to Strategic Plan:

Visitors Goal: To provide safe, meaningful and unique experiences for our visitors, volunteers and citizens.

Relevant Past Board Actions:

N/A



Attachment E
Arizona State Parks Board Action Report
Agenda Item #: J-4

Title: Consider Recommendations for Off-Highway Vehicle (OHV) Recreation Fund Allocations for FY 2012
Staff Lead: Jay Ziemann, Assistant Director
Date: June 23, 2011

Board Members	Aye	Nay	Absent	Abstain	Comments
Tracey Westerhausen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walter Armer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reese Woodling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larry Landry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alan Everett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Scalzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maria Baier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>	Amend <input type="checkbox"/>			

Amend as follows: N/A

Board Questions/Comments:

Ms. Bahl said the Board discussed these issues at its June 22, 2011 meeting. She said there are four recommendations:

- 1) Staff recommends up to \$50,000 be used for website enhancements related to the Off-Highway Vehicle (OHV) programs. The OHVAG unanimously concurred with the staff recommendation.
- 2) Staff recommends \$163,800 be allocated for the Ambassador Program for BLM. The OHVAG recommends \$110,000 be used for this purpose.
- 3) Staff recommends that the Ambassador Program expand resulting in the cost of \$166,300. The OHVAG recommends \$0 and that the program not be expanded this year.
- 4) Staff recommends all remaining money be used for OHV projects awards. Staff estimates this to be \$1.8 million. The OHVAG recommends that all available monies, not including number three above and less money for number two above, and staff estimates this to be \$2 million be used for OHV projects.

Mr. Landry said at the June 22, 2011 Board meeting the Board discussed using some of the money towards better environmental education, signage and trail projection. He said historically those were second level priorities. He asked if the Board needed to discuss earmarking a specific amount to that or how would the Board make that a higher priority than it is now.

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Mr. Ziemann said those are established priorities in the Trails Plan at this juncture. Mr. Landry those priorities were adopted by the Parks Board in 2010. Mr. Ziemann said at this juncture there hasn't been an issue where those projects haven't been funded because all of the money is going to other uses. He said ASP does not have the staff resources to go out and do this kind of signage. ASP still has to be responsive to the requests that are given. At this time there has not been conflict where these have not been funded.

Chairman Westerhausen said how staff arrived at the figures for number two and number three compared to the figures from last year, as they seem to be about \$50,000 more than the figures from last year.

Mr. Ziemann said the figures came from conversations between staff and the representative land managers from BLM, Forest Service and the Land Department. Chairman Westerhausen asked how the increase in the amount would be used. Mr. Ziemann said to do more of the Ambassador type programs that currently exist such as educational programs that teach youths how to ride, spread the message of how to ride responsibly and stay on the trails.

Mr. Landry commented that the Parks Board sees everything that the OHVAG recommends. He said the Board does ask staff for recommendations but the Board also sees the OHVAG recommendation but the Board makes the final determination. He said he wanted on the record that every letter, every memo is given to the Board and the Board does see it.

Mr. Scalzo said one of the frustrations of this program is getting the agencies that ASP works with to do trail to move faster. He noted that this frustrates everyone involved but everyone would like to see more trail projects. He said until there are more opportunities for trails and more effective partners to spend the money it would always look like enough money is not being spent to build trails. The partners need to be encouraged to move forward and if there is any way the Board could help staff and the OHVAG to do that they would be happy to do so.

Mr. Armer said the educational aspect is by far the most important. He said in the long run that would enable more bang for the bucks. He reminded the Board that they received at least two letters in support of reducing Ambassador program allocations and there were also two letters that strongly support the Ambassador program. He said he thought it was fair to say there is not a consensus on the best way to do things.

Ms. Baier said that as a land manager for 13% of the surface area of Arizona that she appreciates the Ambassador program. She said trying to explain the importance of staying on the trails, the conduct and etiquette ensures that trails be retained on trust lands and private lands is contingent upon people behaving on lands that are not owned by them. She said the Ambassador program is meaningful to land managers and is a great return on investment and she whole heartily supports it.

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Chairman Westerhausen asked what the requirements are under number 3 to be a grant applicant. She asked if they had to be affiliated with an OHV organization. Mr. Ziemann answered that the grant applicant is the land managing agency.

Alan Everett: I move that the Arizona State Parks Board allocate up to \$50,000 from the Off-Highway Vehicle Recreation Fund to State Parks for a contract person to gather and edit OHV information for inclusion on the State Parks' website and disseminate important OHV information to the public and to use to purchase domain names and for other costs associated with website enhancements, and authorize the Executive Director or designee to execute agreements.

Mr. Landry seconded the motion. The motion passed unanimously with Mr. Woodling absent.

Wally Armer: I move that the Arizona State Parks Board allocate \$163,800 from the OHV Recreation Fund to the Bureau of Land Management (BLM) to fund administration and operation of the OHV Ambassador program for FY 2012, and authorize the Executive Director or designee to execute agreements.

Ms. Baier seconded the motion. The motion passed unanimously with Mr. Woodling absent.

Wally Armer: I move that the Arizona State Parks Board allocate \$166,300 from the OHV Recreation Fund for grants, agreements and State Parks projects to expand the OHV Ambassador program, and authorize the Executive Director or designee to execute agreements.

Ms. Baier seconded the motion. The motion passed unanimously with Mr. Woodling absent.

Bill Scalzo: I move that the Arizona State Parks Board allocate the remainder of the FY 2012 funds in the OHV Recreation Fund, as the funds become available, for high priority projects as defined in the 2010 State Trails Plan (referred to as the "Sticker Fund Project Selection Program"), authorize the Executive Director or designee to execute agreements.

Ms. Baier seconded the motion. The motion passed unanimously with Mr. Woodling absent.

Status to Date:

The OHV Recreation Fund is comprised of tax on motor fuel and, since the passing of SB 1167 (effective January 1, 2009), OHV indicia (sticker) revenues. The Arizona State Parks Board receives 60% percent of the OHV Recreation Fund to administer a statewide OHV program, consistent with the Board-approved 2010 State Trails Plan. Since FY 2002, the Legislature and Governor have authorized the Arizona State Parks Board to use up to \$692,100 annually for non-OHV agency operating.

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The following describes the funds available in the OHV program in FY 2012. In summary, staff anticipates that \$2,158,600 will be available for OHV projects.

FY 2011 Projected Fund Balance Forward	\$ 717,000
FY 2012 Projected Estimated Revenue	<u>\$ 2,500,000</u>
Total Estimated Revenue	\$ 3,217,000
Less: Parks Operating Appropriation	\$ 692,100
Less: 12% Administration	\$ 233,300
Less: FY 2012 Sweep	<u>\$ 133,000</u>
Available funds for FY 2012	Up to \$ 2,158,600

Staff Recommended OHV Fund Allocations for FY 2012

1). Website Enhancements –	
Contract:	Up to: \$ 50,000
2.) Ambassador Program	Up to: \$ 330,100
(BLM Award \$163,800)	
(Ambassador Program Grants \$166,300)	
3.) OHV Project Awards	Up to: <u>\$ 1,778,500</u>
Total Allocations for FY 2012	Up to: \$ 2,158,600

Current Status – Website Enhancements

Arizona State Parks hosts an OHV section on the agency website and provides information such as grants for projects, continuation of ambassador program, and other pertinent information. Rather than creating a new website, staff recommends enhancing the existing one. Staff also recommends contracting out to collect OHV information from sources throughout the state to provide to our agency Webmaster to post onto the website. Furthermore, if it becomes beneficial to have a new domain name (e.g. ATVAZ.com or OHVAZ.com), one could be purchased, that then directs searchers to the existing State Parks OHV webpage.

OHVAG Recommendation: At their May 20, 2011, meeting, the OHVAG unanimously concurred with the staff recommendation for website enhancements.

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Current Status – OHV Ambassador Program (OHVA)

The OHVA program has proven very successful in providing on-site management assistance to land managers, and providing important safety and responsible use messages to OHV riders. The OHVA meets the priorities established in the Board approved Trails Plan by providing a management and law enforcement presence, providing educational programs, and promoting coordinated volunteer opportunities. The current program is coordinated through the Bureau of Land Management (BLM)-Phoenix District Office and affects areas within the Phoenix urban interface. The BLM has done an excellent job of maintaining and building the program. They have borne staff and support costs. They have also established a good record of “best practices” that is now being shared with the new OHV Ambassador Program Expansion grant recipient. OHVAG is being included on the “governing council” for the program that has recently been established under a memorandum of understanding with the major program sponsors: USDA Forest Service Region 3, BLM-AZ State Office, Arizona Game and Fish Department and Arizona State Parks.

OHVAG Recommendation: At their May 20, 2011, meeting, the OHVAG voted to recommend to the Parks Board that the BLM portion of the OHVA be continued at the same level as FY 2011 (up to \$110,000), and that no dollars be awarded to expand the program to other land management agencies.

Current Status – OHV Projects

The Arizona State Parks Board and staff remain committed to the goal of responsibly and efficiently getting OHV projects funded and projects on the ground. The staff recommendation anticipates that \$1,778,500 will be available for OHV projects (after funding website enhancements and the Ambassador program) for FY 2012.

OHVAG Recommendation: At their May 20, 2011, meeting, the OHVAG recommended that the remainder of the monies (after funding the website enhancements and the BLM OHVA program as described above) be used for OHV projects, as the funds become available. The OHVAG recommendation anticipates that \$2,048,600 will be available for OHV projects (after funding website enhancements and the Ambassador program) for FY 2012.

Time Frame:

If the staff recommendation is adopted then money will be available for website enhancement and the OHVA on July 1, 2011. Projects will be advertised and awarded as monies accrue, continuously throughout the year.

Staff and Financial Resources:

The execution of the OHV Fund allocations is ongoing.

Relation to Strategic Plan:

Resources Goal: To provide sustainable management of our natural, cultural,

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recreational, economic and human resources.

Relevant Past Board Actions:

The Parks Board allocated OHV Funds last at their meeting on June 16, 2010.



Attachment G
Arizona State Parks Board Action Report
Agenda Item #: J-5

Title: Consider Approval of FY 2012 State Historic Preservation Office Work Plan
Staff Lead: Jay Ziemann, Assistant Director
Date: June 23, 2011

Board Members	Aye	Nay	Absent	Abstain	Comments
Tracey Westerhausen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walter Armer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reese Woodling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larry Landry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alan Everett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Scalzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maria Baier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>	Amend <input type="checkbox"/>			

Amend as follows: N/A

Board Questions/Comments:

Larry Landry: I move that the Arizona State Parks Board approve the State Historic Preservation Office (SHPO) FY 2012 Work Plan.

Mr. Everett seconded the motion. The motion passed unanimously with Mr. Woodling absent.

Status to Date:

The State Historic Preservation Office (SHPO) meets annually to review State Historic Preservation Office activities as they relate to the State Historic Preservation Plan. The Annual SHPO Work Plan must be approved by the Arizona State Parks Board in order for State Parks to receive the federal apportionment for the historic preservation program. The SHPO updated the 2012 work plan this spring. The new work plan (attached) reflects the current budget situation, reduced staffing, and increase workloads in Review and Compliance because of the federal American Recovery and Reinvestment Act (ARRA) funded projects.

Time Frame:

The SHPO Work Plan is continuously in effect, and documents the work product of the section.

Staff and Financial Resources:

The Parks Board must pass the SHPO Work Plan annually in order for the SHPO to receive the federal apportionment, which funds much of the SHPO.

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Relation to Strategic Plan:

Planning Goal: To document our progress through planning, analysis and research.

Relevant Past Board Actions:

On June 16, 2010 the Arizona State Parks Board approved the SHPO Work Plan for FY 2011.

ARIZONA DEPARTMENT OF ADMINISTRATION BUILDING SYSTEM
FY 2012 CAPITAL IMPROVEMENT PLAN
ONE YEAR CAPITAL PROJECT REQUEST SUMMARY
CIP FORM 2

Agency:	PARKS BOARD		
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Attachment H
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Agenda Item #: J-6

Title: Consider Approval of FY 2012 and FY 2013 Capital Improvement Plan
Staff Lead: Jay Ream, Assistant Director
Date: June 23, 2011

Board Members	Aye	Nay	Absent	Abstain	Comments
Tracey Westerhausen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walter Armer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reese Woodling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larry Landry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alan Everett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Scalzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maria Baier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>	Amend <input type="checkbox"/>			

Amend as follows:

Larry Landry: I move that the Arizona State Parks Board approve the FY 2012 and FY 2013 Capital Improvement Plans with the addition of \$300,000 to the FY 2012 Capital Improvement Plan for the assessment of the House of Apache Fire.

Board Questions/Comments:

Ms. Bahl asked Mr. Ream when this was due Arizona Department of Administration (ADOA). Mr. Ream said it had already been due but ASP asked for an extension and is now due in July. Mr. Landry said asked if FY 2012 and FY 2013 could be submitted separately. Ms. Bahl answered that something must be submitted for both FY 2012 and FY 2013 on the due date in July but it could be amended at any time. Ms. Bahl said she recommended the Board consider this motion and it could be amended at the meeting in August as need be.

Wally Armer: I move that the Arizona State Parks Board approve the FY 2012 and FY 2013 Capital Improvement Plan.

Mr. Everett seconded the motion. Mr. Everett said that in the attachment number 22 says \$275,000 for a flush toilet. He asked why the cost is so high. Mr. Ream answered that the flush toilets are pre-manufactured are built to factory specifications and delivered on the truck and this includes design, specifications, installation and turnkey operation. They are also Americans Disability Act (ADA) accessible, which includes site work groundwork and ramps.

Mr. Landry said he had two comments on FY 2012. He said the Board should request Arizona Department of Transportation (ADOT) to live up to the historical 1985 understanding that they could pay ASP up to \$5 million per year for parks projects. He said that clearly goes to number 20 on the attachment in FY 2012. That is clearly a project that they could easily do because the language says "to and in state parks." He

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said he would also like to have the item on the \$300,000 House of Apache Fire assessment added to the FY 2012 submittal.

Chairman Westerhausen asked Mr. Landry to amend the motion in that case.

Larry Landry: I move that the Arizona State Parks Board approve the FY 2012 and FY 2013 Capital Improvement Plans with the addition of \$300,000 to the FY 2012 Capital Improvement Plan for the assessment of the House of Apache Fire.

Mr. Everett seconded the motion. The motion passed unanimously with Mr. Woodling absent.

Status to Date:

Arizona Department of Administration (ADOA) requires that Arizona State Parks (ASP) submit a two-year Capital Improvement Plan (CIP) annually. Arizona State Parks has identified over \$150 million of capital needs. The FY 2012 and FY 2013 CIP identifies \$20 million in projects needed in the parks. The FY 2012 Arizona State Parks budget allocates \$0 funding for capital needs.

Time Frame:

Upon approval by the Arizona State Parks Board, staff will submit the FY 2012 and FY 2013 Capital Improvement Plan to the ADOA.

Staff and Financial Resources:

The development of the annual Capital Improvement Plan with submission to ADOA requires 40 hours of staff time.

Relation to Strategic Plan:

Visitors Goal: To provide safe, meaningful and unique experiences for our visitors, volunteers and citizens.

Relevant Past Board Actions:

On June 16, 2010 the Arizona State Parks Board approved the CIP for FY 2011 and FY 2012.

Attachments:

CIP for FY 2012 – page 20a

Attachment I
Arizona State Parks Board Action Report
Agenda Item #: J-7



Title: Consider Pre-Approval of Revised FY 2012 and FY 2013 Strategic Plan to the Governor's Office of Strategic Planning and Budgeting (OSPB)
Staff Lead: Kent Ennis, Assistant Director
Date: June 23, 2011

Board Members	Aye	Nay	Absent	Abstain	Comments
Tracey Westerhausen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walter Armer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reese Woodling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larry Landry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alan Everett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Scalzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maria Baier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approve	<input checked="" type="checkbox"/>	Deny	<input type="checkbox"/>	Amend	<input type="checkbox"/>

Amend as follows: N/A

Board Questions/Comments:

Ms. Bahl said this is to consider the pre-approval of the revised FY 2012 and FY 2013 Strategic Plan to the Governor's Office. She said as discussed at the June 22, 2011 meeting, once the format from the Governor's Office is received staff would put the Board's approved Strategic Plan into that format. This action would give staff pre-approval to do that.

Larry Landry: I move that the Arizona State Parks Board pre-approve the two-year Strategic Plan for FY 2012 and FY 2013 and the Executive Director be authorized to carry out the programs as required.

Mr. Everett seconded the motion. The motion passed unanimously with Mr. Woodling absent.

Status to Date:

The State of Arizona passed the Arizona Budget Reform Act in 1993, which requires a formal identification of all state programs and compels agencies to craft mission statements and strategic plans against which each program can be evaluated. The law requires agencies to prepare two-year plans that include mission statements, goals, objectives, and performance measures for each budget program. Strategic plans are used to aid the development of Strategic Program Area Reviews (SPAR), which is program evaluation that crosses agency boundaries. Beginning with FY 1996, biennial budgeting was established for state agencies. These changes move Arizona toward linking strategic planning with program budgeting, focusing on meaningful results and performance accountability.

Attachment I
Arizona State Parks Board Action Report
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Following guidelines from the Governor's Office of Strategic Planning and Budgeting (OSPB), each agency must prepare full strategic plans for the agency as a whole and individual strategic plans for each program component. State Parks is composed of three programs: Parks, Partnerships, and Administration.

OSPB has not yet released the forms for the Strategic Plan available to the state agencies. These forms are expected to be available in late June or July of 2011. The Parks Board adopted a Strategic Plan on October 20, 2010, which is significantly different from the plan submitted to OSPB last September. Parks Staff will enter the appropriate components of Board-approved Strategic Plan into the OSPB forms by the due date, which is expected to be September 1, 2011.

Time Frame:

Staff will work with OSPB during the summer of 2011 to summarize the agency's new Strategic Plan into a format, probably abbreviated, that will be used in the Governor's FY 2013 Budget Recommendation documents.

Staff and Financial Resources:

No additional staff resources will be required.

Relation to Strategic Plan:

Planning Goal: To document our progress through planning, analysis and research.

Relevant Past Board Actions:

- The Parks Board approved the three-year Strategic Plan for FY 2011, FY 2012 and FY 2013 to the OSPB on September 15, 2010.
- The Parks Board formally adopted the Agency Strategic Plan on October 20, 2010.



Attachment J
Arizona State Parks Board Action Report
Agenda Item #: J-8a and J-8b

Title: Priorities and Potential Solutions
Staff Lead: Renée Bahl, Executive Director
Date: June 23, 2011

- a. Discussion on Priorities and Potential Solutions for Sustainable Funding – The Arizona State Parks Board may vote to take a position or provide direction to staff to support sustainable funding.
- b. Discussion on Legislative Issues, Priorities and Potential Solutions for Upcoming Legislative Sessions – The Arizona State Parks Board may vote to take a position or provide direction to staff concerning legislative issues, priorities or potential solutions for upcoming legislative sessions affecting Arizona State Parks.

Board Members	Aye	Nay	Absent	Abstain	Comments
Tracey Westerhausen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walter Armer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reese Woodling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larry Landry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alan Everett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Scalzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maria Baier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approve	<input checked="" type="checkbox"/>	Deny	<input type="checkbox"/>	Amend	<input type="checkbox"/>

Board Questions/Comments:

Mr. Landry said he drafted a set of specific actions that the Board could consider to take these ideas one-step further. He said he would go through them in different categories.

Mr. Landry said the Board should consider the following by July 21, 2011 and then the Board could reassess and go further.

Mr. Landry said the Board should set a Legislative Day and get it on the calendar. Mr. Scalzo asked if the Board agreed to set up a day at the Capitol then the Board should identify whose responsibility that is. Mr. Landry said at this time he just wanted to identify what should be done in the next 30 days.

Mr. Landry said to start a discussion on protecting the Enhancement Fund. He hoped staff could come back to the Board with suggestions in a month.

Mr. Landry said the Board should meet with and discuss these issues with all of ASP's partners including the Arizona State Parks Foundation, Arizona Parks and Recreation Association (APRA), the Heritage Alliance, and others. He said staff with Board member input should start to develop a more specific strategy.

Mr. Landry said the Board had discussed reaching out to mayors especially those that ASP already has relationships with. He said staff should reach out to the mayors at the

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Arizona State Parks Board Action Report
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League of Arizona Cities and Towns Conference at the end of August.

Mr. Landry said the Board and staff should identify an initial list of potential legislative champions. He said after the 30-days staff would take the lead on developing a month-to-month plan on contacts and activities.

Mr. Landry said the Board could rally its volunteers and Friends groups to come to the Legislative Day when the date is set. The mayors could have appointments with the legislators when they come to the Legislative Day.

He said on the permanent revenue source the Board needed to be active on all discussion on the Heritage Fund, open space, quality of life initiatives, and stay close to discussions with group leaders such as the Nature Conservancy. The goal should be to get an earmarked portion of a permanent revenue source on the ballot initiative for ASP. He said the Board needed to be active participants and willing helpers and hopefully it is not forgotten that ASP be part of the solution.

Mr. Landry said the Board discussed getting a member on the Board of the Arizona State Parks Foundation (ASPF) to help interact better with them. He said he had a concern on one of their proposals given at the June 22, 2011 meeting. He said if one of their underlying assumptions is that for the Board to partner with them they want to deal with the governance issue then he is not supportive of partnering with them. He said governance is not the driving issue. Money is the driving issue and the Board cannot be diverted in the quest for a permanent funding source. He said no one has shown the Board that an Authority would work better than how ASP operates now. He said he thought there was a fundamental disagreement on that issue between the ASPF and ASP.

Mr. Landry said at the June 22, 2011 meeting the Board discussed how important it is to have message discipline. A 60-second sound bite/message needed to be drafted. Staff with Board input could work on that. He hoped a first draft could be created within 30-45 days. He said there could be variances on the same overall message for a variety of partners. He said message discipline equals credibility.

Mr. Landry said the Board also discussed coalition building. He said the Board needed to create an inventory of who the partners are now and what the strengths of the relationships are. He said the Board discussed outreach with Chambers of Commerce, Tourism, Indian communities, and others. He thought a fall meeting could be set up on experience based economies. In the communications it could help to include third party testimonials on the importance, need, service, quality, etc. of ASP.

Mr. Landry said he recommended that the Board seriously consider a potential graphic of signs at every park that say, "In FY 2011 21% of the park entrance fees were diverted by the Arizona State Legislature to other state services." He would like the Board to pursue that idea. This is not something staff could do. It is something the Board would have to do as a policy.

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Mr. Landry said there was a request that the Board be given a list of ADOT's Board members.

Mr. Landry said to make this work the Board needed to set responsibilities and deadlines. He would like the Board to use the Action Plan described to be proactive instead of reactive.

Chairman Westerhausen asked how the Board could do what Mr. Landry described without requiring a meeting that has to be noticed. She asked if it is allowable for staff to send out an email to ask which Board members would volunteer for a Legislative Day. Also, if Board members wanted to volunteer to speak with mayors they could do that as well. Mr. Landry said it could be done as long as four of the Board members do not get together to discuss business it would not be a public meeting and would not have to be noticed.

Chairman Westerhausen said in terms of giving direction to staff Mr. Landry suggested having a Legislative Day, protecting the Enhancement Fund, finding champions, inventory of ASP's properties, coalition building, message discipline, communications plan and ADOT strategy. Mr. Landry said the plan could be written up and could be put on the agenda at a future meeting for the Board to discuss further and create more details. He said at the same time there are some things that could be done such as a Board member meeting with the ADOT Chairman. The Board and staff could also begin to develop communication messages.

Mr. Scalzo said the Board needed to be cautious on what they asked staff to do. He thought this was a discussion matter that the Board needed to review and have more input either by sending information to staff but not to each other. Then at the September meeting there could be further discussion on the action plan.

Chairman Westerhausen said the Board would need to be given information on such things as when the ADOT Board meetings are taking place so the Board could decide if they could attend.

Mr. Landry said it had to be strategic though and some kind of sequential order of events and figure out who would do what by when. He said if the Board takes different independent actions then the message discipline and credibility is lost.

Ms. Hernbrode said she wanted to caution the Board about sending individual Board members out to advocate on behalf of the Board without a formal motion giving them the authority to do so. She said for many instances the Chair does have some implied authority to do that but it doesn't necessarily extend to the other Board members.

Mr. Everett said he thought the first thing the Board needed was a unified message. He thought a 60-second and a 5-minute message should be created.

Ms. Baier said that ASP has endured many cuts and staff is already doing three or four jobs time and these things can be time and labor intensive. The Board needs to be thoughtful because staff does not have extra bodies. She said the Board needs to contemplate what the realistic staff demands are on these efforts. She said she thought

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all of Mr. Landry's ideas good but she doesn't know how staff would be able to do these things. She thought the Board should pay attention to what is high impact and low labor because staff is already stretched thin. The Board would need to diminish staff's current duties if the Board is going to add new ones.

Mr. Landry said Ms. Baier's points were good ones. He said he believed in restoring and enhancing ASP to the level it should be at. The other point is the Board has to have low expectations so that staff could take on these responsibilities. He said as a Board there should be a policy position that as a Strategic Plan to try to maximize assets that the park gets run so they could run operations as they need. The Board would work with staff and the larger community to try to help do all those things necessary to help achieve that.

Mr. Scalzo said he thought the Board the material Mr. Landry spoke about should be printed and sent to the Board for review at the September meeting. He said as far as legislative efforts the thing that keeps coming up is ASP needs to protect its Enhancement Fund. He thought that should be the first priority in any kind of legislative action. How that is drafted and identifying champions in the legislature should be the highest and best priority. ASP cannot lose 21% percent of its money each year and expect to survive even with a terrible budget. He said he would leave it at that and some of the information about when meetings are he thought staff could get the Board that. He thought the Board needed to digest the material and it needed to be simplified.

Mr. Scalzo said he thought the Board and staff should be working with the Foundation to help do some of these things. For instance, he thought the Foundation to be in a better position to get all of the diverse groups together frequently than staff because most of the organizations are not-for-profit. Some Board members could attend and discuss what the common grounds are and that should be done sooner rather than later.

Mr. Landry asked Mr. Scalzo if he would be comfortable with the Board taking an action on having a State Legislative Day at the Capitol. Mr. Scalzo answered affirmatively but he thought the Board could just ask staff to do that and it didn't need action.

Chairman Westerhausen said she thought waiting until the September meeting was too long since there would already be another meeting prior to that on the budget.

Mr. Armer said he thought the Legislative Day was a fine idea but there needs to be some thought as to how ASP would pay for it. Chairman Westerhausen noted it would have to be underwritten.

Chairman Westerhausen asked Mr. Landry if there is one person who is the contact that is negotiating for all of these groups. Mr. Landry said Greater Phoenix Leadership has gone to the potential funders and key members of the Nature Conservancy not only in conservation but also in education, health care, governance, and others. They are trying to get a commitment from the funders not to give any money to anyone right away until there could be a broader public policy decision discussion so they don't go out as competitive silos but rather there be some type of complementary set of proposals.

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Chairman Westerhausen asked Mr. Landry since he had done such a good job of breaking down the components of what the Board should do if could he write the 60-second message and 5-minute message. Mr. Landry said he would take an attempt at a draft it but he viewed it as a collaborative effort. He volunteered to take it to the next level.

Ms. Bahl suggested staff take the first stab so they could get the basic construct and then it would be helpful to have Board members look at it. She thought it might be more productive that way if there was no objection from the Board.

Chairman Westerhausen said she would like the action plan Mr. Landry spoke about to get written up and be put on the agenda for the special August meeting.

Ms. Bahl said if the Board decides that the Board's priority is to have staff pursue legislation to protect the Enhancement Fund then staff would need a motion from the Board.

The Arizona State Parks Board Action Report on this agenda item is included in these minutes as Attachment J.

Larry Landry: I move that the Arizona State Parks Board direct staff to pursue legislation to protect the Enhancement Fund as a priority.

Mr. Scalzo seconded the motion.

Mr. Everett asked if staff would have to submit a request to the Governor's Office. Mr. Ziemann answered affirmatively. He said he would have to submit the request to the policy analyst and the legislative director for the Governor and they would then opine as to whether or not they would want ASP to pursue that.

Mr. Landry noted that a legislator could pursue a piece of legislation. Mr. Scalzo said historically the Governor did support not taking the Enhancement Fund money from ASP. It was the House that did that. He said he thought the Board was consistent with the Governor's stance. He thought it was fairly supportive of ASP not to take it. He thought this a fairly simple request. It would not give ASP complete control but it says this is the way it should be. He said this would not statutorily protect the Enhancement Fund.

Mr. Ziemann said ASP has letters and discussions from BLM as to why this is important. He said if the Governor's Office asks an agency not to pursue something then that is when his job becomes an art rather than a science. He said then as Mr. Landry indicated a legislator could still drop and run a bill. Then they could still ask you for information and for help.

Mr. Everett said this is a procedural thing and the Governor's Office could still say no. It may be a strategy that the Board needs to address if the Board would want to run it formally through staff or through a legislator.

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Mr. Landry said staff has no choice but to submit any legislative ideas to the Executive branch but the Board has no constraints. The motion passes unanimously with Mr. Woodling absent.



Attachment K
Arizona State Parks Board Action Report
Agenda Item #: J-9

Title: Consider Adopting the Amended Objectives of the
Arizona State Parks Agency Strategic Plan
Staff Lead: Jay Ziemann, Assistant Director
Date: June 23, 2011

Board Members	Aye	Nay	Absent	Abstain	Comments
Tracey Westerhausen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walter Armer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reese Woodling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larry Landry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alan Everett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Scalzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maria Baier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>	Amend <input type="checkbox"/>			

Amend as follows: N/A

Board Questions/Comments:

Ms. Bahl said staff recommends changing three words and three objectives to the Strategic Plan. She noted the Board does not take action on staff's accomplishments. Those are just updates to the Board.

Wally Armer: I move that the Arizona State Parks Board adopt the amended Objectives of the Arizona State Parks Agency Strategic Plan as proposed.

Ms. Baier seconded the motion. The motion passed unanimously with Mr. Woodling absent.

Status to Date:

The Board adopted a Strategic Plan in October 2010 that highlighted five goals: Resources, Visitors, Planning, Partnerships and Communications. Arizona State Parks captures the agency's accomplishments and communicates them to the Parks Board and the public through the Strategic Plan updates.

Staff recommends that the Board adopt the amended Objectives, which were modified slightly. These minor clarifications do not change the intent of the Goals or Objectives that the Board adopted in October 2010. The changes were brought to the attention of the Board at their previous (May 11, 2011) meeting.

Arizona State Parks will continue to report on the accomplishments. The progress and accomplishments are not part of the Board's action, but instead are an update to the Board.

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Arizona State Parks Board Action Report
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Time Frame:

The Strategic Plan is updated continuously. Attached to this report is a copy of the Plan through April 30, 2011.

Staff and Financial Resources:

The execution of the Strategic Plan is ongoing.

Relation to Strategic Plan:

Planning Goal: To document our progress through planning, analysis and research.

Relevant Past Board Actions:

The Parks Board formally adopted the Strategic Plan on October 20, 2010.



Attachment L
Arizona State Parks Board Action Report
Agenda Item #: J-10

Title: Consider Appointing Members to the Natural Areas Program Advisory Committee (NAPAC)
Staff Lead: Jay Ziemann, Assistant Director
Date: June 23, 2011

Board Members	Aye	Nay	Absent	Abstain	Comments
Tracey Westerhausen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walter Armer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reese Woodling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larry Landry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alan Everett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Scalzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maria Baier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>	Amend <input type="checkbox"/>			

Amend as follows: N/A

Board Questions/Comments:

Mr. Ziemann said at the May 11, 2011 Board meeting the Board instructed staff to solicit recommendations for new advisory committee members and to fill vacancies on advisory committees. NAPAC met on June 2, 2011 and recommended that the Board re-appoint Thomas Skinner and Sheridan Stone and to newly appoint David Weedman to NAPAC.

Wally Armer: I move that the Arizona State Parks Board re-appoint Thomas Skinner and Sheridan Stone and appoint David Weedman to the Natural Areas Program Advisory Committee (NAPAC) to fill the two expired positions and one of the two vacant positions; each to begin to serve immediately through December 31, 2014.

Mr. Scalzo seconded the motion. The motion passed unanimously with Mr. Woodling absent.

Status to Date:

The mandate of the NAPAC encompasses making recommendations on the expenditure of Heritage Funds for acquisition, management and operation of state natural areas. This committee also provides scientific expertise and advice to the State Parks Board. Each member must be expert in a scientific discipline or aspect of conservation. There is one ex-officio member representing Arizona State Parks. No more than three members may reside in the same county. Members serve three-year terms.

NAPAC has seven members. Currently there are two vacancies, and two terms past expiration that the Board previously approved to continue to serve. The current focus of

Attachment L
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NAPAC is preparing Natural Areas Management Guidelines to bring science and consistency to the management of state natural areas as well the natural resources of all parks.

The current membership of NAPAC is (position to be filled in *italics*):

<u>Name</u>	<u>Expertise</u>	<u>County</u>	<u>Term End</u>
Larry Lang	Soil Scientist	Pinal	12/31/11
Theresa Pinto	Riparian Ecology	Maricopa	12/31/11
<i>Sheridan Stone</i>	<i>Ecology/Wildlife Biology</i>	<i>Cochise</i>	<i>12/31/09</i>
<i>Thomas Skinner</i>	<i>Biologist</i>	<i>Pima</i>	<i>12/31/10</i>
Rebecca Davidson	Wildlife Biology/Watershed	Maricopa	12/31/12
<i>Vacant</i>			<i>12/31/14</i>
<i>Vacant</i>			<i>12/31/14</i>

Max Castillo, Manager, Verde River Greenway, ex-officio

The Committee discussed the current activities and state of Arizona State Parks at its October 28, 2010 meeting. The Committee decided that the most effective approach is to retain as many of the current members as possible to complete the Natural Areas Management Guidelines. This requires members to serve past established term expirations.

NAPAC met on June 2, 2011, to review and discuss the three applications received for the four vacant positions, and unanimously endorsed the qualified applicants, and forwards them to the Parks Board for their consideration.

Time Frame:

Newly appointed NAPAC members will begin to serve immediately through December 31, 2014.

Staff and Financial Resources:

No additional staff or financial impacts are anticipated.

Relation to Strategic Plan:

Planning Goal: To document our progress through planning, analysis and research.

Relevant Past Board Actions:

The Parks Board voted to retain the current NAPAC members for 2011 to continue work on current projects and reconsider the Committee membership and activities in one year on November 17, 2010.



Attachment M
Arizona State Parks Board Action Report
Agenda Item #: J-11

Title: Consider Appointing Members To The Historic Preservation Advisory Committee (HPAC)
Staff Lead: Jay Ziemann, Assistant Director
Date: June 23, 2011

Board Members	Aye	Nay	Absent	Abstain	Comments
Tracey Westerhausen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walter Armer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reese Woodling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larry Landry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alan Everett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Scalzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maria Baier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>	Amend <input type="checkbox"/>			

Amend as follows: N/A

Board Questions/Comments:

Mr. Ziemann said in the case of HPAC the Board would be waiving the county residence to re-appoint Victor Linoff and Tami Ryall and then the Board would appoint a new member, Doug Thomsen.

Mr. Scalzo said if the Board waived the county residence then it would not be consistent with how the Board acted with regards to OHVAG. Mr. Ziemann said the difference with HPAC is that there are three vacancies and three people who applied. He said for OHVAG there were two vacancies and four people who applied.

Chairman Westerhausen suggested tabling this action and considered putting this advisory committee on hold since because of funding issues they are not able to do anything anyway. Mr. Landry said he thought why fool around with this at this time.

Ms. Bahl said if that was the case she wished staff wouldn't have had people apply for these positions.

Alan Everett: I move that the Arizona State Parks Board waive the county residence distribution policy and re-appoint Victor Linoff from Maricopa County and Tami Ryall from Maricopa County to the Historic Preservation Advisory Committee (HPAC) to fill two of the three expired positions; each to begin to serve immediately through December 31, 2014.

I further move that the Arizona State Parks Board newly appoint Doug Thomsen from Yuma County to the Historic Preservation Advisory Committee (HPAC) to fill the third expired position and to begin to serve immediately through December 31, 2014.

Mr. Armer seconded the motion. The motion passed unanimously with Mr. Woodling absent.

Attachment M
Arizona State Parks Board Action Report
Agenda Item #: J-11

Status to Date:

The mandate of the HPAC encompasses making recommendations on the expenditure of Heritage Funds for the historic preservation program. Nominees must be Arizona residents in order to be eligible, and no more than three HPAC members may reside in the same county, however this requirement has been waived in the past due to the lack of applicants from other counties. One member must be a representative of a non-profit preservation organization; one member must be a representative of a local government preservation program; two members must be preservation professionals; and three members must be citizens-at-large who are active in or familiar with historic preservation. Members serve three-year terms.

HPAC has seven members. Currently there are three terms past expiration that the Board previously approved to continue to serve. The role of the HPAC is to advise the Board on matters related to preservation and to advise on the Historic Preservation Grants Program. This program is currently inactive due to the termination of the Heritage Fund. At the November 17, 2010, Board meeting, members of HPAC requested that the Board retain the current HPAC members to evaluate and advise the Board about preservation matters in its future within the state parks program.

The current membership of HPAC is (position to be filled in *italics*):

<u>Name</u>	<u>Affiliation</u>	<u>County</u>	<u>Term End</u>
Joe Nucci	Preservation Professional	Maricopa	12/31/11
<i>Theresa Nesser</i>	<i>Citizen-At-Large</i>	<i>Pinal</i>	<i>12/31/10</i>
Winston Thorne, Jr.	Preservation Professional	Maricopa	12/31/11
Bonnie Bariola	Non-Profit Preservation	Maricopa	12/31/12
<i>Tami Ryall</i>	<i>Citizen-At-Large</i>	<i>Maricopa</i>	<i>12/31/10</i>
Pat Stein	Non-Profit Preservation	Coconino	12/31/12
<i>Victor Linoff</i>	<i>Citizen-At-Large</i>	<i>Maricopa</i>	<i>12/31/10</i>

On November 17, 2010, the Board voted to retain the current HPAC members as an inactive Committee for 2011, and reconsider the Committee membership and activities in one year.

HPAC met on June 2, 2011, to review and discuss the applications received for the three expired positions and unanimously endorsed the qualified applicants, and forwarded them to the Parks Board for their consideration.

The following three individuals applied to become a member of HPAC.

<u>Name</u>	<u>Committee Position</u>	<u>County</u>
Victor Linoff	Citizen-At- Large	Maricopa
Tami Ryall	Citizen-At-Large	Maricopa
Doug Thomsen	Local Government Preservation Program	Yuma

Attachment M
Arizona State Parks Board Action Report
Agenda Item #: J-11

Time Frame:

Newly appointed HPAC members will begin to serve immediately through December 31, 2014.

Staff and Financial Resources:

No additional staff or financial impacts are anticipated.

Relation to Strategic Plan:

Planning Goal: To document our progress through planning, analysis and research.

Relevant Past Board Actions:

The Parks Board voted to retain the current HPAC members as an engaged Committee for 2011 and reconsider the Committee membership and activities in one year on November 17, 2010.



Attachment F
Arizona State Parks Board Action Report
Agenda Item #: J-12

Title: Consider Appointing Members To The Off-Highway Vehicle Advisory Group (OHVAG)
Staff Lead: Jay Ziemann, Assistant Director
Date: June 23, 2011

Board Members	Aye	Nay	Absent	Abstain	Comments
Tracey Westerhausen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walter Armer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reese Woodling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Larry Landry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Alan Everett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
William Scalzo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maria Baier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approve <input checked="" type="checkbox"/>	Deny <input type="checkbox"/>	Amend <input type="checkbox"/>			

Amend as follows: N/A

Board Questions/Comments:

Mr. Ziemann said at the May 11, 2011 Board meeting the Board instructed staff to solicit recommendations for new advisory committee members and to fill vacancies on advisory committees. He noted that staff takes no position on advisory committee membership. He said the OHVAG met on June 3, 2011 to review all of the applications that they received. He said the OHVAG's first recommendation was to have Bill Nash be placed on the OHVAG.

Mr. Ziemann said the OHVAG's second recommendation asks the Board to set aside the Board policy of a two-term limit and therefore waive the two-term limit and re-appoint Rebecca Antle to the OHVAG.

Mr. Ziemann said the OHVAG's third recommendation if the Board chooses not to waive the two-term limit then another alternate motion is to waive the county residence policy that the Board has established and in that case appoint Jack Hickman to the OHVAG.

Mr. Ziemann said the fourth recommendation if the Board is unwilling to waive the two-term limit policy or to waive the county residence distribution policy then OHVAG's recommendation is to appoint Bill Nash and then to appoint Tom McArthur to the other vacancy in the OHVAG.

Mr. Landry said he would like to move the fourth recommendation, as it is consistent with the Board's past policies.

Larry Landry: I move that the Arizona State Parks Board appoint Thomas McArthur to the OHVAG to fill one of the vacant organization affiliation positions to begin to serve effective immediately through December 31, 2014.

Mr. Everett seconded the motion.

Attachment F
Arizona State Parks Board Action Report
Agenda Item #: J-12

Chairman Westerhausen said that all of the candidates seemed qualified but she did not want to begin waiving re-appointments and waiving county residences especially when there is a qualified candidate who does not present those challenges.

The motion passed unanimously with Mr. Woodling absent.

Bill Scalzo: I move that the Arizona State Parks Board appoint Bill Nash to the Off-Highway Vehicle Advisory Group (OHVAG) to fill one of the vacant organization affiliation positions to begin to serve immediately through December 31, 2014.

Mr. Landry seconded the motion. The motion passed unanimously with Mr. Woodling absent.

Status to Date:

The Off-Highway Vehicle Advisory Group (OHVAG) advises the Arizona State Parks Board (Board) on the implementation of the Arizona Off-Highway Vehicle (OHV) Recreation Plan and Program. Residency requirements state that no more than two OHVAG members may reside in the same county, however this requirement has been waived in the past due to the lack of applicants from other counties. Five members must be members of organized OHV groups. One member must represent the general public or casual OHV enthusiasts. One member must be a member of a sportsperson organization. Members serve a maximum of two consecutive three-year terms. OHVAG has seven members. Currently there are two terms past expiration. Both vacancies are for representatives from an OHV organization. Organizational affiliation should be distributed between four-wheel drive, ATV, and motorcycle interests.

The current membership of OHVAG is (positions to be filled in *italics*):

<u>Name</u>	<u>Affiliation</u>	<u>County</u>	<u>Term End</u>
John Savino	Citizen-At-Large	Navajo	12/31/13
Don French	White Mtn Open Trails Assoc	Mohave	12/31/13
Pete Pfeifer	American Motorcyclist Assoc	Pima	12/31/12
David Moore	Rocky Mtn Elk Foundation	Maricopa	12/31/11
Hank Rogers	Apache Cty ATV Roughriders	Apache	12/31/11
Robert Beigel	Mesa 4-Wheelers	Maricopa	12/31/10
Rebecca Antle	AZ State Assoc of 4-Wheel Drive Clubs	Pima	12/31/10

On November 17, 2010, the Board voted to appoint one new member, Don French to a three-year term and re-appointed John Savino to a second three-year term beginning January 1, 2011. The Board also voted to allow Rebecca Antle to continue to serve on OHVAG until a replacement could be appointed.

OHVAG met on June 3, 2011, to review and discuss the applications for the two expired positions and make recommendations for qualified applicants to the Parks Board for their consideration.

Attachment F
Arizona State Parks Board Action Report
Agenda Item #: J-12

The following individuals applied for membership to OHVAG:

<u>Name</u>	<u>Affiliation</u>	<u>County</u>
Rebecca Antle	AZ State Assoc of 4-Wheel Drive Clubs	Pima
Jack Hickman	AZ Off-Highway Vehicle Coalition	Maricopa
Bill Nash	Apache Cty ATV Roughriders	Maricopa
Thomas McArthur	Coconino Trail Riders	Yavapai

Time Frame:

Newly appointed OHVAG members will begin to serve immediately through December 31, 2014.

Staff and Financial Resources:

No additional staff or financial impacts are anticipated.

Relation to Strategic Plan:

Planning Goal: To document our progress through planning, analysis and research.

Relevant Past Board Actions:

The Parks Board voted to appoint the following members to OHVAG: Donald French to a three-year term, and John Savino to a second three-year term on November 17, 2010. The Parks Board also appointed Rebecca Antle continue to serve on OHVAG until a replacement could be appointed on November 17, 2010.